

SHORT TERM RENTAL GUIDE

Bulletin No. L001

Aug. 23, 2026

WHAT IS A SHORT TERM RENTAL?

A Short Term Rental (STR) is the rental of all or a portion of a dwelling unit to the vacationing public for a period of 90 days or less to a maximum of eight (8) guests. An STR may be room(s) within a home, a secondary suite within a home, an entire home, a carriage house, or a dwelling unit within a multi-family building. Advertising may be facilitated by platforms (e.g. Airbnb). Short-term rental accommodation may only be offered by the property's principal resident. Proof of residency, satisfactory to the Licence Inspector, is required.

WHAT ARE THE DIFFERENT CATEGORIES?

Short Term Rental


 max8

- Up to 8 guests
- Maximum of two persons per bedroom
- Rentals of 90 days or less

Short Term Rental High Occupant


 +8

- More than 8 Guests
- Zoning Bylaw amendment required
- City Council approval required

WHAT IS THE PROCESS FOR OBTAINING A BUSINESS LICENCE?

Step1. Research

- Review building permit history and compare with current property plan (unapproved changes to the property, historical or recent, may require additional review and requirements regardless of ownership changes); review the checklist within this Guide; forward questions to staff.

Step2. Apply

- Submit application; staff will contact applicant to schedule an on-site review.

Step3. Review & Resolve

- Staff will advise if further review or remediation is required and invoice when outstanding items have been resolved. Once all outstanding items have been remedied and payment is received, staff will forward the licence and related materials to Licensee.

SHORT TERM RENTAL GUIDE

WHAT ARE THE CITY'S REQUIREMENTS ?

Is strata approval required?

Some strata corporations have bylaws to limit or ban Short Term Rentals. Owners or residents violating a strata bylaw can be fined up to \$1,000 a day. A signed permission letter from the strata, on strata letterhead is required, including the applicant's name, address, and unit number.

Yes insurance notification required?

Although the City does not require documentation from insurance providers, each applicant must do their own due diligence and make any necessary adjustments to their coverage PRIOR to submitting application with the City.

What building upgrades are required?

It is the property owner's responsibility to ensure the space they are renting is safe for guests. Depending on the age of your home or rental unit, improvements maybe required to meet life and safety standards. Improvements may need City approval PRIOR to beginning works – please contact staff for further direction. Rental units such as secondary suites or carriage homes must have been authorized by the City via building permits PRIOR to submitting application with the City.

The City's ultimate goal is to allow property owners to rent safe and healthy dwellings to the vacationing public while limiting nuisances to the surrounding neighbours.



The following checklists are provided for convenience and should not be considered a replacement for reviewing pertinent applicable legislation.

☑ ZONING AND BUSINESS LICENCE BYLAW

- ☐ Rentals are not to be advertised or operated without a valid business licence.
- ☐ Rentals are only rented out by the principal resident of the property.
- ☐ Structural changes that alter the residential character are not permitted.
- ☐ The property is not permitted to have exterior signage advertising the rental.
- ☐ Only one rental per property (except in multi-family buildings).
- ☐ A maximum of two (2) persons per bedroom to a maximum of 8 guests.
- ☐ Post the City issued placard in a visible location from the street (or common area for multi-units).
- ☐ Contact numbers for Licensee is required to be listed on the City Business Directory.
- ☐ All advertising is required to include the Business Licence number and Provincial Registration number.
- ☐ The licence may undergo a review if repeated infractions or nuisance issues have been filed.

PROVINCIAL REQUIREMENTS AND SHORT TERM RENTAL REGISTRATION.

Register: www.gov.bc.ca/STRregistry



SHORT TERM RENTAL GUIDE

✓ CHECKLIST OF STANDARD SAFETY AND HEALTH REQUIREMENTS

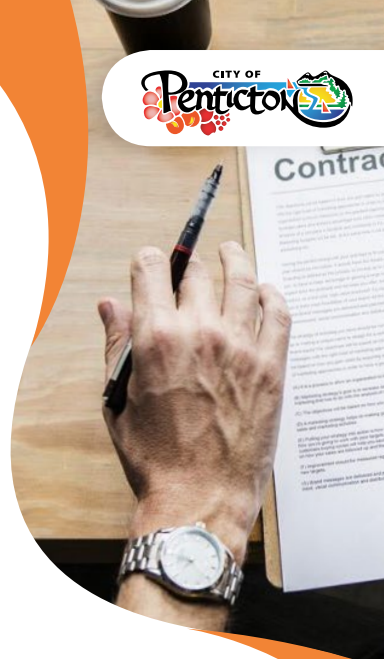
- ☐ House and dwelling unit addressing shall be clearly visible from the street. Numbers should be a minimum of 100mm (4 inches) with a contrasting color to house.
- ☐ Post a basic floor plan of the rental at or near all main exits. Illustrate the location(s) 100mm of fire extinguishers, smoke & carbon monoxide alarms, main water shut off, electrical panel and utilities.
- ☐ Include 'call 911 in case of emergency' and the property address at the top in bold type.
- ☐ Post 'call 911 in case of emergency' and the property address on or near the back of every sleeping room door.
- ☐ Hot tubs require a lockable cover and sited outside property setbacks. Hot tubs on decks or balconies may require review by a structural engineer. Hot tubs near the edge of a balcony may require fall protection.
- ☐ Swimming pools must be surrounded by a minimum 1.2m (4') fence with self-closing and latching gates.
- ☐ One 5 lb Rechargeable Fire Extinguisher is required per floor of the rental space, in a visible and accessible location. If the extinguisher is in a cabinet or closet, the door must be clearly labeled. Extinguishers are to be serviced annually by certified Fire Protection Technician.
- ☐ Smoke Alarms (S/A): shall conform to CAN/ULC-S531 with a battery back-up; hardwired to 120 volt power supply on or near the ceiling; and located: on each storey, in each sleeping room, in a location between the sleeping rooms and the remainder of the storey, and in the hallway. The S/A shall be wired (or wirelessly interconnected) so that the activation of one alarm will cause all alarms within the dwelling to sound.
- ☐ A minimum of one carbon monoxide (CO) alarm is required per floor in dwelling units that have fuel fired appliances (gas or wood) or attached garages and are to conform to CAN/CSA-6.19 "Residential Carbon Monoxide Alarming Devices".
- ☐ A certificate or receipt from a WETT certified Technician is required for dwellings that have wood burning fireplaces advising that the appliance has been reviewed and/or cleaned within the last year. Exterior open fire pits are not permitted unless certified by the Penticton Fire Department.
- ☐ Bedroom windows are to open without obstruction and maintain the required opening during an emergency without the need for additional support. The opening cannot be less than 0.35 m² (3.8 sq. ft.) with no dimension less than 380 mm (15") and have no sill heights greater than 1.5M (59") above the floor. Where a window opens into a window well, a clearance of not less than 760 mm (30") shall be provided in front of the window. There should be no security grilles that require keys, tools or special knowledge of the opening mechanism. Pathways to exterior exits such as hallways and stairs should be free and clear of obstructions at all times.
- ☐ Stairs, guards and handrails are to be sturdy and in good general condition without missing or damaged steps. Treads shall have appropriate rise and run dimensions with compliant landings. Older homes may require additional or replacement of existing stairs, handrails and guards.
- ☐ Decks and balconies are to be in good condition with sturdy guardrails where required. The surfaces are to be firm without dry rot or holes. Stoops and steps from deck are to comply with applicable code.
- ☐ The door from a garage to the home must be a solid door with weather-stripping and self-closing hinges.



SHORT TERM RENTAL GUIDE

✓ CHECKLIST OF STANDARD SAFETY AND HEALTH REQUIREMENTS CONT'D

- ☐ Plumbing fixtures must be supplied with potable water supply. Fixtures must have hot on the left and cold on the right. Drainage fixtures must have a trap to ensure sanitary gases will not enter the dwelling. Garden Hose connections must have a back flow device (i.e. vacuum breakers). Hot water tanks shall be installed per Code including a Temperature & Pressure Relief Valve, safe gas lines, flue vent, and combustion air.
- ☐ An overflow and expansion tank are required when installed within finished space.
- ☐ A maintenance log to monitor smoke/carbon monoxide detectors and extinguisher service is required as outlined on Page 5



14.1 SHORT TERM RENTALS

14.1.2 Any person applying for the issuance or renewal of a licence to operate a short term rental must, in addition to meeting the requirements of the Zoning Bylaw provide, in the form satisfactory to the Licence Inspector, evidence that:

- a.) the operator owns the dwelling unit where the short term rental accommodation will be offered, or the owner of the dwelling unit where the short term rental accommodation will be offered has consented to this use of the dwelling unit;
- b.) if the short term rental accommodation is offered within a strata lot, on the prescribed form approved by the Licence Inspector, confirmation from strata council that a short term rental accommodation does not contradict a Bylaw of the affected strata corporation;
- c.) provide in the form satisfactory to the Licence Inspector, evidence that the dwelling unit where the short term rental accommodation will be offered is occupied by the operator as their principal residence.

TIPS FOR SHORT-TERM RENTERS

Please help your guests be good neighbours.

NOISE

Amplified music is not permitted outside your short-term rental. Please keep speakers indoors and be considerate of your neighbours.

Noise complaints may result in a visit from Bylaw Services or the police.

More information:

Visit our [Bylaws page](#)
250-490-2440
bylaw@penticton.ca

PETS

Dogs must be on leash outside the rental property, except in designated off-leash areas. Please avoid tying dogs in public spaces, and remember that excessive barking or whining may be considered a noise concern.

Visit our [Dogs](#) and [Dogs in Parks](#) pages for bylaws and off-leash area.

PARKING

Please use the garage, driveway or assigned parking space whenever possible. Pay attention to parking signs and never block driveways.

Follow posted parking regulations to avoid tickets or towing.

LOCAL & VISITOR INFORMATION

VISIT PENTICTON - Visitor Information Centre: 888 Westminster Ave. W., #120 | 1-800-663-5052

HOSPITAL & MEDICAL CLINICS

Visit our [Medical & Health Care](#) page for an up-to-date list of local health-care services.

Short Term Rental Decal



Please use this document to record the dates when the alarms are tested and fire extinguisher maintained in the rental. Every alarm must be tested monthly and every entry must be initialed by the person undertaking the test. Smoke alarms, carbon monoxide alarms and fire extinguishers are required to be maintained in accordance with manufacturer's instructions. Please make certain that this document is available to be produced at the request of City of Penticton staff.

Date	Initial	Comment
Annual Fire Extinguisher Maintenance required via certified Fire Protection Technician		

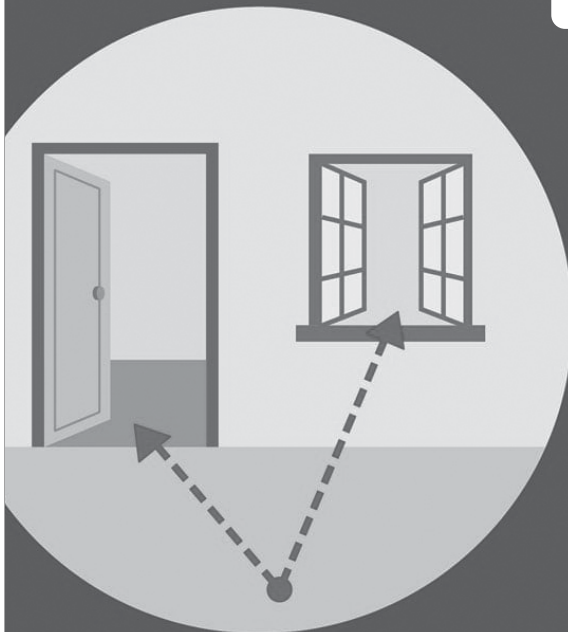
SHORT TERM RENTAL GUIDE

EXAMPLES AND TEMPLATES CONT'D

Example of Sleeping Room Information

IN CASE OF EMERGENCY DIAL 911

PROPERTY ADDRESS HERE



Know 2 ways out of every room.

It is important to find 2 ways out of every room in the house in case one exit is blocked or dangerous to use.

NAME AND PHONE NUMBER
OF PROPERTY CONTACT



Test alarms at least once a month by pushing the test button.



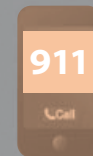
Replace all smoke alarms when they are 10 years old or if they do not sound when tested.



Some people, especially children and older adults, may need help to wake up. Make sure someone will wake them if the smoke alarm sounds.



When the smoke alarm sounds, get outside and stay outside. Go to your outside meeting place.



Call 911 from a cell phone or neighbors phone. Stay outside until emergency crew says it is safe to go back inside.

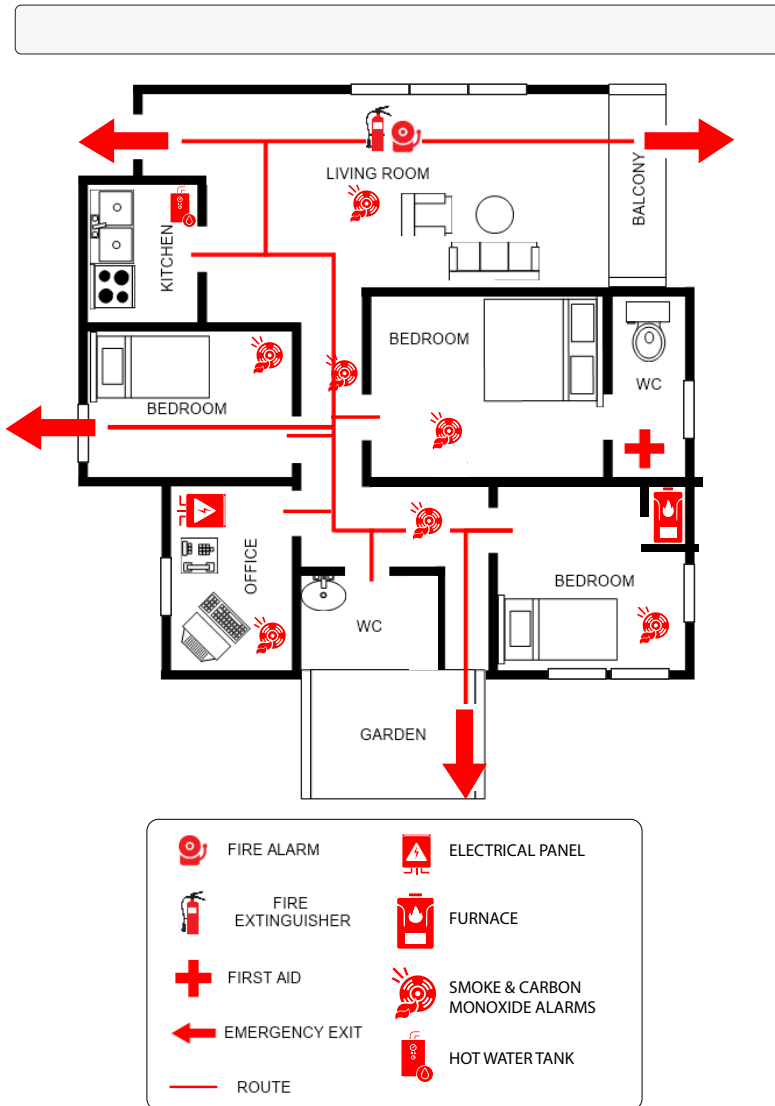
SHORT TERM RENTAL GUIDE

EXAMPLES AND TEMPLATES CONT'D

Example of a Floor Plan

CALL **911** IN CASE OF EMERGENCY

Property Address Here



Have Questions? We're here to help. Please contact Licensing Services

📞 (250) 490-2488 or ✉ str@penticton.ca

Located at City Hall on the first floor at 171 Main St, Penticton BC V2A 5A9

Please note: Building Bulletins are prepared to provide convenient information for customers and should not be considered a replacement for reviewing the bylaw or associated legal documents. If there is any contradiction between this guide and relevant municipal bylaws and/or applicable codes, please refer to the bylaws and/or codes for legal authority.